

**NORMAN PLANNING COMMISSION  
REGULAR SESSION MINUTES**

**OCTOBER 10, 2013**

The Planning Commission of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Council Chambers of the Norman Municipal Building, 201 West Gray Street, on the 10<sup>th</sup> day of October 2013. Notice and agenda of the meeting were posted at the Norman Municipal Building and online at <http://www.normanok.gov/content/boards-commissions> at least twenty-four hours prior to the beginning of the meeting.

Chairman Chris Lewis called the meeting to order at 6:30 p.m.

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Item No. 1, being:

**ROLL CALL**

MEMBERS PRESENT

Jim Gasaway  
Andy Sherrer  
Cindy Gordon  
Dave Boeck  
Tom Knotts  
Chris Lewis

MEMBERS ABSENT

Curtis McCarty  
Roberta Pailles  
Sandy Bahan

A quorum was present.

STAFF MEMBERS PRESENT

Susan Connors, Director, Planning &  
Community Development  
Jane Hudson, Principal Planner  
Janay Greenlee, Planner II  
Ken Danner, Subdivision Development  
Manager  
David Riesland, Traffic Engineer  
Roné Tromble, Recording Secretary  
Kathryn Walker, Asst. City Attorney  
Rick Hoffstatter, GIS Analyst I  
Terry Floyd, Development Coordinator

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Item No. 2, being:

**APPROVAL OF THE SEPTEMBER 12, 2013 REGULAR SESSION MINUTES**

**DISCUSSION AND ACTION BY THE PLANNING COMMISSION:**

*Dave Boeck moved to approve the minutes of the September 12, 2013 Regular Session as presented. Andy Sherrer seconded the motion.*

There being no further discussion, a vote on the motion was taken with the following result:

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YEAS	Jim Gasaway, Andy Sherrer, Cindy Gordon, Dave Boeck, Tom Knotts, Chris Lewis
NAYES	None
ABSENT	Curtis McCarty, Roberta Pailles, Sandy Bahan

Ms. Tromble announced that the motion, to approve the minutes of the September 12, 2013 Regular Session as presented, passed by a vote of 6-0.

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Item No. 3, being:

**36<sup>TH</sup> AVENUE N.W. AT CRAIL DRIVE**

**3A. O-1314-16 – 36<sup>TH</sup> NORTH BUSINESS PARK REQUESTS AMENDMENT OF THE PLANNED UNIT DEVELOPMENT CREATED BY ORDINANCE NO. O-0708-18 TO ALLOW AN EXPANSION OF THE COMMERCIAL COMPONENT TO THE ENTIRE DEVELOPMENT, FOR PROPERTY LOCATED ON THE EAST SIDE OF 36<sup>TH</sup> AVENUE N.W. AT CRAIL DRIVE.**

**ITEMS SUBMITTED FOR THE RECORD:**

1. Location Map
2. Staff Report
3. PUD Narrative
4. Preliminary Plat
5. Preliminary Site Plan
6. Landscape Site Plan

**3B. PP-1314-6 – CONSIDERATION OF A PRELIMINARY PLAT SUBMITTED BY 36<sup>TH</sup> NORTH BUSINESS PARK, A PUD, (SMC CONSULTING ENGINEERS, P.C.) FOR 36<sup>TH</sup> NORTH BUSINESS PARK, A PLANNED UNIT DEVELOPMENT, FOR PROPERTY GENERALLY LOCATED ON THE EAST SIDE OF 36<sup>TH</sup> AVENUE N.W. APPROXIMATELY ONE-HALF MILE NORTH OF WEST ROCK CREEK ROAD.**

**ITEMS SUBMITTED FOR THE RECORD:**

1. Location Map
2. Preliminary Plat
3. Staff Report
4. Transportation Impacts
5. Preliminary Site Plan
6. Pre-Development Summary
7. Greenbelt Commission Comments

**PRESENTATION BY STAFF:**

1. Jane Hudson – The application before you is an amendment of a Planned Unit Development that was approved with Ordinance No. O-0708-18. This is the subject tract; it is already zoned as a Planned Unit Development. There is industrial around the north, east, and south sides. We have some RM-6 and R-1 to the west. The existing land use is the industrial, of course, around the north, east and south, with the residential on the west. The purpose for this is to change the previous Planned Unit Development. Under the previous PUD the commercial uses were permitted on the west 7 acres of the development only for the ground floors; with this revision they will allow commercial uses in all the buildings on the ground floors only. Staff does support the request for Ordinance No. O-1314-16. I'd be happy to answer any questions. The applicant's representative is here as well.

**PRESENTATION BY THE APPLICANT:**

1. Tom McCaleb, SMC Consulting Engineers, representing the applicant – As Jane said, you've seen this before, almost in the same form. The only difference is the west 6 acres previously had commercial as a use allowed on the bottom floor and the rest of it did not have commercial. This application is adding commercial as a possibility on the rest of it on the bottom floor only. The site plan has not changed. No buildings have been changed. No grading has been changed. This project was approved and we started work previously. We have put in some of the infrastructure already, like water, underground detention, and done some grading. This is essentially the same application with that change. I'd be glad to respond to any questions.

**AUDIENCE PARTICIPATION:**

None

**DISCUSSION AND ACTION BY THE PLANNING COMMISSION:**

*Jim Gasaway moved to recommend adoption of Ordinance No. O-1314-16, and PP-1314-6, the Preliminary Plat for 36<sup>th</sup> NORTH BUSINESS PARK, A Planned Unit Development, to City Council. Dave Boeck seconded the motion.*

There being no further discussion, a vote on the motion was taken with the following result:

YEAS	Jim Gasaway, Andy Sherrer, Cindy Gordon, Dave Boeck, Tom Knotts, Chris Lewis
NAYS	None
ABSENT	Curtis McCarty, Roberta Pailles, Sandy Bahan

Ms. Tromble announced that the motion, to recommend adoption of Ordinance No. O-1314-16, and Preliminary Plat No. PP-1314-6 to City Council, passed by a vote of 6-0.

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Item No. 4, being:

**O-1314-17 – ZAIN FUEL, INC. REQUESTS REZONING FROM C-1, LOCAL COMMERCIAL DISTRICT, TO C-2, GENERAL COMMERCIAL DISTRICT, FOR LOTS 5 AND 6, BLOCK 23, CLASSEN-MILLER ADDITION AND APPROVAL OF A SPECIAL USE FOR A MIXED BUILDING IN THE C-2, GENERAL COMMERCIAL DISTRICT, FOR LOTS 1-6, BLOCK 23, CLASSEN-MILLER ADDITION, FOR PROPERTY LOCATED AT 1226 CLASSEN BOULEVARD.**

**ITEMS SUBMITTED FOR THE RECORD:**

1. Location Map
2. Staff Report
3. Site Plan
4. Renderings
5. Pre-Development Summary

**PRESENTATION BY STAFF:**

1. Janay Greenlee – As you said, it's a request for rezoning C-1, Local Commercial, to C-2 with a Special Use for a Mixed Building. The existing zoning is C-2 on Lots 1 through 4, and Lots 5 and 6 are currently C-1. They're requesting to go to C-2, with a Special Use for Lots 1 through 6. The existing zoning in the vicinity is R-3 to the east and the north, C-1 to the south, and PUD just to the west. That's the existing land use. That is looking at the site to the west as it is now, the mixed building to the south. That is where the proposed new mixed use building would go to the northeast side of the existing convenience store; the dumpster will be relocated. There are apartments across the street to the east. They are seeking to extend the Special Use through the entire parcel. That is the site plan with the proposed residential/retail on that northeast portion with the retail below and one residence above. I'd be happy to answer any questions.

**PRESENTATION BY THE APPLICANT:**

1. Mark Krittenbrink, 428 W. Eufaula, representing the applicant – It's pretty straight-forward. I'd be happy to answer any questions anybody has.

2. Mr. Sherrer – In the Pre-Development meeting it was discussed about the quality of the previous construction and some of the things that this particular phase – I think it was listed as the applicant's architect – I don't know who that was exactly. Talk a little bit about that and what you perceive being different.

3. Mr. Krittenbrink – I think the owner feels that he was given some bad information and construction took a long time to complete for what was essentially a pretty simple addition to the end of the building. So what we've tried to do, it's a much more solid construction technique. You can also see that we're doing a facelift to the front of the existing convenience store and tying in that addition that they made at the south end about two or three years ago now. Just trying to tie it in and make it a more cohesive project. I think you can tell that there's an addition done to the south end. So our goal is to kind of unify it all and create a little bit more of an architectural interest.

**AUDIENCE PARTICIPATION:**

None

**DISCUSSION AND ACTION BY THE PLANNING COMMISSION:**

*Andy Sherrer moved to recommend adoption of Ordinance No. O-1314-17 to City Council. Cindy Gordon seconded the motion.*

There being no further discussion, a vote on the motion was taken with the following result:

YEAS	Jim Gasaway, Andy Sherrer, Cindy Gordon, Dave Boeck, Tom Knotts, Chris Lewis
NAYS	None

ABSENT

Curtis McCarty, Roberta Pailes, Sandy Bahan

Ms. Tromble announced that the motion, to recommend adoption of Ordinance No. O-1314-17 to City Council, passed by a vote of 6-0.

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Item No. 5, being:

**SE CORNER OF EAST LINDSEY STREET AND CLASSEN BOULEVARD**

**5A. R-1314-44 – PARKGREEN LIVING, L.L.C. REQUESTS AMENDMENT OF THE NORMAN 2025 LAND USE AND TRANSPORTATION PLAN FROM PARKLAND DESIGNATION AND COMMERCIAL DESIGNATION TO HIGH DENSITY RESIDENTIAL DESIGNATION FOR PROPERTY GENERALLY LOCATED NEAR THE SOUTHEAST CORNER OF EAST LINDSEY STREET AND CLASSEN BOULEVARD.**

**ITEMS SUBMITTED FOR THE RECORD:**

1. 2025 Map
2. Staff Report
3. Pre-Development Summary

**5B. O-1314-18 – PARKGREEN LIVING, L.L.C. REQUESTS REZONING FROM C-2, GENERAL COMMERCIAL DISTRICT, RM-6, MEDIUM DENSITY APARTMENT DISTRICT, AND A-2, RURAL AGRICULTURAL DISTRICT, TO PUD, PLANNED UNIT DEVELOPMENT, FOR PROPERTY GENERALLY LOCATED NEAR THE SOUTHEAST CORNER OF EAST LINDSEY STREET AND CLASSEN BOULEVARD.**

**ITEMS SUBMITTED FOR THE RECORD:**

1. Location Map
2. Staff Report
3. PUD Narrative – The Millenium Addition
4. Green Space Exhibit
5. Pool Amenity Exhibit

**5C. O-1314-19 – PARKGREEN LIVING, L.L.C. REQUESTS CLOSURE OF ALL THE UTILITY EASEMENTS LOCATED IN LOTS 3, 4, AND 5, BLOCK 1 OF UNIVERSITY PLAZA ADDITION, AND ALL OF LOT 3 AND A 10-FOOT UTILITY EASEMENT ALONG THE NORTH 234.75 FEET OF THE WEST LINE OF LOT 2, BLOCK 2 OF BOYD VIEW ADDITION NO. 2, GENERALLY LOCATED NEAR THE SOUTHEAST CORNER OF EAST LINDSEY STREET AND CLASSEN BOULEVARD.**

**ITEMS SUBMITTED FOR THE RECORD:**

1. Location Map
2. Staff Report
3. Petition to Vacate Easements
4. Legal Description
5. Exhibit of Easements

**5D. PP-1314-7 – CONSIDERATION OF A PRELIMINARY PLAT SUBMITTED BY PARKGREEN LIVING, L.L.C. (CARDINAL ENGINEERING) FOR MILLENIUM ADDITION, A PLANNED UNIT DEVELOPMENT, GENERALLY LOCATED NEAR THE SOUTHEAST CORNER OF EAST LINDSEY STREET AND CLASSEN BOULEVARD.**

**ITEMS SUBMITTED FOR THE RECORD:**

1. Location Map
2. Preliminary Plat
3. Staff Report
4. Transportation Impacts
5. Preliminary Site Plan
6. Greenbelt Commission Comments

*PLEASE SEE THE TRANSCRIPT OF THIS PORTION OF THE MEETING PREPARED BY ASSOCIATED REPORTING, LTD.*

**PRESENTATION BY STAFF:**

1. Jane Hudson presented the staff report and recommendation.

**PRESENTATION BY THE APPLICANT:**

1. Sean Rieger, 136 Thompson Avenue

**AUDIENCE PARTICIPATION:**

1. David Kinnard, 942 Chautauqua Avenue

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**DISCUSSION AND ACTION BY THE PLANNING COMMISSION:**

*Andy Sherrer moved to recommend adoption of Resolution No. R-1314-44, Ordinance No. O-1314-18, Ordinance No. O-1314-19, and PP-1314-7, the Preliminary Plat for MILLENIUM ADDITION, A Planned Unit Development, to City Council. Dave Boeck seconded the motion.*

There being no further discussion, a vote on the motion was taken with the following result:

YEAS	Jim Gasaway, Andy Sherrer, Dave Boeck, Tom Knotts, Chris Lewis
NAYS	Cindy Gordon
ABSENT	Curtis McCarty, Roberta Pailes, Sandy Bahan

Ms. Tromble announced that the motion, to recommend adoption of Resolution No. R-1314-44, Ordinance No. O-1314-18, Ordinance No. O-1314-19, and Preliminary Plat No. PP-1314-7 to City Council, passed by a vote of 5-1.

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Item No. 6, being:  
**1418 GEORGE AVENUE**

**6A. RESOLUTION NO. R-1314-45 – BILL WOODS REQUESTS AMENDMENT OF THE NORMAN 2025 LAND USE AND TRANSPORTATION PLAN FROM LOW DENSITY RESIDENTIAL DESIGNATION TO MEDIUM DENSITY RESIDENTIAL DESIGNATION FOR PROPERTY LOCATED AT 1418 GEORGE AVENUE.**

**ITEMS SUBMITTED FOR THE RECORD:**

1. 2025 Map
2. Staff Report
3. Pre-Development Summary

**6B. ORDINANCE NO. O-1314-20 – BILL WOODS REQUESTS REZONING FROM R-1, SINGLE FAMILY DWELLING DISTRICT, TO R-2, TWO-FAMILY DWELLING DISTRICT, FOR PROPERTY LOCATED AT 1418 GEORGE AVENUE.**

**ITEMS SUBMITTED FOR THE RECORD:**

1. Location Map
2. Staff Report
3. Site Plan

**PRESENTATION BY STAFF:**

1. Janay Greenlee – Norman 2025 Land Use and Transportation Plan from Low Density Residential to Medium at 1418 George Avenue. This is the existing land use – we have commercial to the east, we have open space/parkland/soccer field to the south, also Madison School. We have low density residential to the north and to the west. That is the proposed site, going from low density to medium density residential. Also rezoning from R-1 to R-2, Two-Family Dwelling. This is the subject tract and existing zoning is R-1, with R-2 just recently had been rezoned to the south – the adjoining property to the south. The existing land use – low density residential and medium density residential to the east and open space to the south. This is the existing site; this is the single-family home at 1418 George Avenue. The existing driveway at this site will remain for the unit that will be in the front. The existing house will remain. To the east is the OU architectural model shop and also a convenience store with a gas station directly to the east. Again, to the south is Madison Elementary and the open space directly to the south. This is new site of the proposed which had just recently gone through and has a permit for a duplex at this site that will adjoin the proposed duplex that will be just to the north of it. This is the site plan. Single story duplex that is currently getting underway with construction, just recently approved. It will share a driveway with the new addition just to the north. I'd be happy to answer any questions. Staff does recommend approval of the land use change and the rezoning.

**PRESENTATION BY THE APPLICANT:**

1. Gene Lavastida, 1730 Oakwood Drive, representing the applicant, was available to answer questions.

**AUDIENCE PARTICIPATION:**

None

**DISCUSSION AND ACTION BY THE PLANNING COMMISSION:**

*Dave Boeck moved to recommend adoption of Resolution No. R-1314-45 and Ordinance No. O-1314-20 to City Council. Andy Sherrer seconded the motion.*

There being no further discussion, a vote on the motion was taken with the following result:

YEAS	Jim Gasaway, Andy Sherrer, Cindy Gordon, Dave Boeck, Tom Knotts, Chris Lewis
NAYS	None
ABSENT	Curtis McCarty, Roberta Pailles, Sandy Bahan

Ms. Tromble announced that the motion, to recommend adoption of Resolution No. R-1314-45 and Ordinance No. O-1314-20 to City Council, passed by a vote of 6-0.

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Item No. 7, being:

**MISCELLANEOUS DISCUSSION**

1. Susan Connors – We have several code amendments that staff is going to propose for the Zoning Ordinance and other ordinances, but you are the keepers of the Zoning Ordinance primarily. I need to have a study session with you so that we can discuss Zoning Code amendments. We need to find a date that would be acceptable.
2. It was suggested that the Study Session be held either immediately prior to or immediately following the next regular meeting on November 14, 2013, depending on the length of the agenda. The filing deadline for that meeting will be on Monday, October 14, so we do not yet know the length of the agenda.
3. Mr. Knotts indicated that holding the Study Session prior to the meeting would cause him to have to close his business even earlier than he does to make it to the regular meeting. He would prefer the Study Session be held following the regular meeting.
4. Ms. Gordon stated a preference for the Study Session to be held prior to the regular meeting.

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Item No. 8, being:

**ADJOURNMENT**

There being no further comments from Commissioners or staff, and no further business, the meeting adjourned at 7:32 p.m.



Norman Planning Commission